

# Job Description

## Cleaner (part-time)



JOB DESCRIPTION	
<b>Job Title</b>	Cleaner (part-time)
<b>Salary</b>	In line with Living Wage
<b>Location</b>	Principality Stadium, Cardiff
<b>Hours of work</b>	Monday-Friday 20 hours per week (4pm - 8pm) Event Support and weekend working as and when required
<b>Responsible to</b>	Maintenance & Cleaning Manager Cleaning Supervisor
<b>Responsible for</b>	N/A
<b>Contractual Status</b>	<ul style="list-style-type: none"> <li>• Permanent, Part Time</li> <li>• Subject to 6 month probationary Period</li> </ul>
<b>Role Summary</b>	To ensure an effective and efficient operation of cleaning services within the Principality Stadium, and support to Cardiff Arms as required
<b>Key Relationships</b>	<ul style="list-style-type: none"> <li>• Maintenance department</li> <li>• Facilities Management</li> <li>• Retail Management</li> </ul>
<b>Key Responsibilities, Tasks and Activities</b>	<ul style="list-style-type: none"> <li>• General cleaning of areas within the Principality Stadium</li> <li>• Specialised cleaning of areas such as WRU Shop &amp; Tour rooms</li> <li>• Specialised cleaning of Hospitality Boxes &amp; Banquet Suites</li> <li>• General cleaning such as Male and Female, toilets, etc.</li> <li>• Cleaning bar area, floor skirting, walls, wood panels, windows and clean tables (Chrome)</li> <li>• General clean basement area as Merchandising office rooms and stairways &amp; corridors</li> <li>• Hand in to supervisor/security any property found.</li> <li>• Assist the Principality Stadium cleaning team with any additional cleaning work required across the WRU/PS facilities</li> <li>• Report to the supervisor any incident or accident</li> <li>• Reporting to supervisor or Manager of the area concerned any maintenance requirements such as light bulb replacements, leaking wash basins etc.</li> <li>• The post holder has a responsibility for ensuring safety in the workplace and in this respect ensuring compliance with all instructions relating to the use and storage of materials/equipment necessary for the performance of tasks</li> <li>• Any other duties appropriate to the post as required</li> <li>• Carry out duties to help support the WRU/PS mission statement in line with the Company's core values</li> </ul>
<b>Continued Professional Development</b>	<ul style="list-style-type: none"> <li>• The WRU are committed to providing CPD for the successful candidate. We expect the successful candidate to undertake available training courses and research to enhance personal knowledge, skills and experience.</li> </ul>
PERSON SPECIFICATION	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Minimum of 5 years proven experience in an industrial cleaning position</li> <li>• Experience of working within a domestic and industrial environment, experience of cleaning in a retail environment advantageous</li> <li>• Strong interpersonal skills and relationship management</li> </ul>

<b>JOB DESCRIPTION</b>	
<b>Skills &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• Ability to competently use industrial cleaning equipment e.g. to use rotary washer, buffing machines and ride-on scrubber drier</li> <li>• Excellent attention to detail and cleaning to a high standard</li> <li>• Excellent time keeping</li> <li>• Ability to deal with staff, public in a professional and helpful manner.</li> <li>• Basic health and safety qualifications/first aid training preferable – experience of working with risk assessments and safe standards of work</li> <li>• Excellent verbal communication skills</li> <li>• Welsh Language skills desirable.</li> </ul>
<b>WRU Group Values</b>	<p>Excellence, Integrity, Success, Courage, Family, Humour</p> <p>A copy of the WRU Group Values Document is available upon appointment to the role</p>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Valid UK driving licence is required</li> <li>• This role is subject to an enhanced DBS disclosure check</li> <li>• An understanding and commitment to equal opportunities in employment and sport</li> <li>• All employees must work in accordance with the Sustainable Development policies of the group</li> <li>• An understanding of individual responsibility in complying with the Health and Safety policies and arrangements.</li> </ul>

<b>Acknowledgement</b>		
<b>Employee Signature:</b>	<b>Name:</b>	<b>Date:</b>
<b>Line Manager Signature:</b>	<b>Name:</b>	<b>Date:</b>

**The job description is subject to change pending review by the role holder and their line manager.**